

REF ID: A67777

22 December 1949

MEMORANDUM FOR: Management Officer

SUBJECT: Management Survey, Liaison Branch, OGD

REFERENCE: Memorandum from Management dated 19 September

1. The above referenced reached OGD on 16 December 1949

a. The matter of expediting material from the Joint Press Reading Service in Moscow has been investigated. Due to various local factors in Moscow and to the type of material received from this Service, electronic typewriters with self-recording tape cannot be recommended at this time as it is thought it would be a very expensive operation to maintain at that post (both personnel and machines), and would be out of proportion to the beneficial results that might be obtained.

b. There is continuing liaison between OGD and JPRS.

c. OGD is always ready to assist in collecting efforts from non-LAC agencies as well as from LAC agencies and always keeps its channels to OGD open.

d. OGD Liaison does not need all NSC papers. If, as or when necessary, they can peruse them at OGD's Office. Two copies of the NSC and two copies of the LAC directives will be sent to OGD as issued.

PERCOTT CHILES, Chief,
Coordination, Operations,
and Policy Staff

CIRCULATE
IN COMPS

cc: Executive
AD/OGD

CHIEF	
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TO : Chief, ICAPS
THRU: Executive
FROM : Management Officer

DATE: 19 September 1949

SUBJECT: Management Survey, Liaison Branch, OCD.

1. A recent Management survey has disclosed certain Liaison Branch problems which are susceptible to ICAPS assistance:

a. Approximately 16 hours can be saved on each issuance if the Joint Press Reading Service of the State Department will install electromatic typewriters with a self-recording tape attachment in Moscow for use at the time of initial printing of each issue. High-level "needling" from ICAPP could achieve this improvement.

b. ICAPS can materially assist OCD in remedying gaps in collection coverage if a continuing liaison were established between ICAPS and OCD so that each new problem can receive immediate attention.

c. Top-level support or administrative determination on occasion is needed to procure information and statistics contained in files of other government agencies, especially the non-IAC agencies. The expense of assembling the data for us is often given as the reason for the refusal. In some cases costly re-collection of this information has been instituted through OO/C or other CIA collection facilities. A channel should be open whereby OCD can refer such instances to the Executive or ICAPS for needed assistance and support.

d. The Liaison Officers feel an acute need to have ready access to the NSC and NSCID issuances. A determination as to the propriety of supplying this information is needed.

2. I feel sure that any assistance you can provide OCD in overcoming these problems will be cordially received.

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JAMES D. ANDREWS

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Ad: 0000

12-14-1949

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